

Bureau of Waste Management Proposed Two-day Agenda Jan 4 and 5th

Goal of Meeting: Recommend structure options and implementation plan

Homework: Review the meeting minutes; bring to the meeting your personal 5 wishes for the program for the future.(things that you think should be changed to meet future challenges)

Meeting Outline:

Review and Framing:

- What were we originally charged with?
- What is our role, that of stakeholders?
- What ground rules did we agree to?
- What was/is the timeline?
- 5 wishes for the future (challenges for the future we need to address through improvements and changes to the program),

What we got from the last round of meetings:

- How did the meetings go?
- Did we hear anything that significantly changed our thinking?
- Did we hear anything that clarified our thinking – or that pointed out where we need to clarify?

Management Systems – Do we have the appropriate systems identified for our future?

- Did the meetings offer new systems to consider?
- Did we hear anything to clarify our thinking about the management systems we should employ for the future?
- Review data on our universe of facilities to determine impact of selected management systems

Structure

Clarify how much we think we can effect regional structure

Discussion with AI

Standing teams (this might be a chicken and egg discussion – do we need to decide structure first and then see how teams facilitate our achieving the work that needs to be done or we define teams and let structure follow)

- Composition
- Role
- What we have.
- What we need.

Bureau and Regional Structure – put options on table.

- What problem does it fix?
- What problem does it create?
- What might we have missed

(these are all another way of listing pros/cons/match to criteria) either process can work.

Pick recommended solution**Discuss how to present the solution**

- Outline for the Report
- Narrative for the sections and options (what improvement opportunity does it address, strengths, areas that may not be as strong, etc)
- Volunteers for development of sections/chapters
- Have we responded to comments?

Performance Measures

- What are our measures of success?
- What do we need to measure to determine if we've been successful?
- How do we make changes in the future?

Implementation details

- What teams, made up of who, will we need to work on some of the details?
- What is the timeline? What can happen relatively quickly, etc.?